

Enclosure 2

C
O
P
Y

17 March 1960

MEMORANDUM FOR: Assistant Director for Central Reference

ATTENTION :



SUBJECT : Logging of Classified Intelligence Reports

REFERENCE : Study Central Reference Advisory Group

1. The Office of Security is in agreement that the records of receipt and distribution maintained by OCR for the material it receives and disseminates as a central facility constitutes compliance with the minimum accountability requirements of Executive Order 10501. Therefore, it will not be mandatory for recipients of this material from OCR to log such reports to meet the requirements of EO 10501.

2. This in no way negates the maintenance of accountability records which may be otherwise desired or required for specific documents. Those falling into the latter category are (1) "TOP SECRET" documents, (2) registered documents, (3) those controlled by special security systems, and (4) documents containing "restricted data."

(Sgd.)

SHEPHERD EDWARDS
Director of Security

C-O-N-F-I-D-E-N-T-I-A-L